

11 FEB 1959

Mr. Allen H. Haphrey
Chief, Records Management and
Services Branch
Office of Administrative Services
General Accounting Office
Washington 25, D. C.

Dear Mr. Haphrey:

Reference is made to your letter B-45100, dated 26 October 1953, regarding the retention period of various fiscal and accounting records that are maintained by this Agency for the General Accounting Office pursuant to the provisions of the Budget and Accounting Procedures Act of 1950.

Since your letter stated that no disposal authority had been approved for original contract records, unnumbered contracts and related payment vouchers have been listed and scheduled as separate items on Standard Form 1166, Voucher and Schedule of Payments. These records, as well as original numbered contracts are now filed for indefinite retention.

It will be appreciated if you would advise the length of time unnumbered contracts under which single payments are made and related payment vouchers should be retained in the Agency before they are destroyed.

Very truly yours,

25X1A9a

E. R. Saunders
Comptroller

25X1A9a

COMP: [REDACTED]:vgh (11 Feb 59)

Distribution:

Orig & 1 - Addressee

1 - RMO, Compt.

1 - Fiscal Division

1 - GAO Site Auditor

1 - Signer

1 - Records Management Staff

DOC	3	REV DATE	26-5-81	BY	016/99
ORIG COMP	—	OPI	38	TYPE	01
ORIG CLASS	M	PAGES	1	REV CLASS	U
JUST	—	NEXT REV	—	AUTH:	NR 10-2